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Report of the Executive Director of the United Nations Institute for Training and Research

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Introduction

1. The present report on the United Nations Institute for Training and Research (UNITAR) covers the period from 1 July 2000 to 30 June 2002. It follows the format introduced some years ago, consisting of a short factual description of ongoing programmes followed by a chronological list of training activities and statistics of participation per country and per region.

2. The report is organized into three main chapters:

I. Training programmes in multilateral diplomacy and international affairs management;

II. Activities of the New York Office;

III. Training and capacity-building programmes in the field of economic and social development.

3. Detailed information is available online at www.unitar.org. The web site has recently been updated.

4. The recommendations of the General Assembly over the last decade have been fully implemented, notably, that the programmes of the Institute should focus on areas where priority needs have been identified; that cooperation should be fostered with training institutions from within and outside the United Nations; and that stringent financial and administrative management should be exercised to maintain a balanced budget. Similarly, the recommendations of the United Nations responsible bodies (the United Nations Board of Auditors, the Advisory Committee on Administrative and Budgetary Questions and the Office of Internal Oversight Services) have been progressively implemented.

5. Regarding the design and conduct of programmes, the conclusions and recommendations of the last session of the Board of Trustees (30 April to 2 May 2002) stated that the programme presentations were highly appreciated and elicited in-depth discussions. The Trustees raised some crosscutting questions and comments, including the following:

- The importance of the Institute's role as a neutral insider to evaluate United Nations programmes and activities
- The importance of providing training that keeps its focus on developing countries and distinguishing therein the diversity of needs and means within developing countries themselves
- The diversity of the Trustees' own backgrounds and expertise, and the importance of this diversity for developing UNITAR future plans
- The need for UNITAR to develop partnerships and cooperation with international financial institutions for programmes on trade-related matters
- The possibility of expanding the outreach of programmes through e-learning, as demonstrated by the success of the debt and financial management programme, and the need for other UNITAR programmes to follow suit
- The rising number of requests for "à la carte" training, particularly in international affairs management programmes, and the difficulty of trying to meet all the needs.

New trends

6. The training programmes addressing civil servants from various ministries of States Members of the United Nations and at different levels of functions and responsibilities are continuing. The workshops and seminars addressed to diplomats are mostly conducted at the headquarters of the Organization in New York, Geneva, Vienna and Nairobi. Most of the programmes dealing with economic and social development are organized in the field. Over two thirds of the activities take place in developing countries and countries in transition.

7. During the period under review, 223 programmes, workshops and seminars were organized, benefiting over 11,400 participants throughout five continents.

8. In recent years, UNITAR has developed methodologies for the design, launching and implementation of training and capacity-building programmes. They encompass the entire process from the identification of needs to the report to the General Assembly, including the various validations of relevance, quality and financial ingenuity undertaken by the donors and recipients, the Advisory Committee on Administrative and Budgetary Questions, the United Nations Board of Auditors and, in particular, the UNITAR Board of Trustees.

9. Among the most recent trends in UNITAR activities, at least four deserve to be mentioned: development of distance and e-learning, emphasis on capacity-building or strengthening, research on innovative methodologies and increased participation in intergovernmental undertakings.

Distance and e-learning

10. Over the past few years, the United Nations Institute for Training and Research has developed correspondence training courses in peacekeeping operations and international environmental law. The programmes are meeting with increased success. Following extensive theoretical and practical research and experience, UNITAR is now ready to launch its e-learning activities. E-learning is expected to increase the traditional participant base, offer updated and relevant modules "anytime and anywhere" through the World Wide Web and other related technologies and have a multiplying effect through the incorporation and use of its online modules by partners in developing countries. The e-learning platform should provide the technological tools for UNITAR participants to access course content and experts in a manner that addresses the specific needs of the target audience. UNITAR places a special emphasis on cooperation with regional and national training institutes from developing countries. E-learning is recognized as having many advantages:

- Offering updated and relevant training modules to its audience at low cost
- Reducing the cost per participant
- Providing interactivity, personalization, content structure and engagement
- Empowering individual participants by providing flexible and easy access to information, materials and networks and communities of users
- Offering greater visibility and access to UNITAR's training programmes
- Considerably reducing costs associated with course management at UNITAR
- Providing reusable content for future UNITAR training.

Capacity-building

11. UNITAR has reflected in-depth on capacity-building in recent years. Conclusions drawn from this reflection indicate that institution strengthening is the ultimate goal of training. It also implies comprehensive and durable action. Training activities must be multiplied and diversified. It is vital that the competent authorities within the recipient countries, the local authorities and various leading communities properly assess the institutional infrastructures necessary for guaranteeing the good management of the issues at stake. Development agencies should also be involved to the greatest extent possible, including in strategy planning. Mid-term capacity-building programmes are increasingly designed for a number of selected countries of the developing regions. Such action goes beyond the traditional approach of technical assistance or cooperation, instead being centred on the concept of human and institutional capacity-building to increase the ability to manage and govern.

Training methodologies

12. Research on and for training has now become a constant and increasing activity of UNITAR, including training needs assessments, conduct of evaluations and use of their results and knowledge sharing.

13. In the perspective of capacity-building involving a greater number of national and international stakeholders, needs assessment, in particular self-needs assessment, must be given particular emphasis. In fact, if capacity development interventions are not preceded by a stock-taking and situation analysis and systematic identification of key issues, priorities and capacity needs, they are likely to remain ineffective. To address the issue, UNITAR has developed, together with several international partner organizations, tools and methodologies to assist countries to undertake self-assessment of capacity needs in a number of areas in the field of economic and social development. With guidance and technical support provided by UNITAR, partner countries prepare "national profiles", which are key national reference documents compiled through multisectoral and multi-stakeholder collaboration. The profiles include all relevant information and analysis needed for priority setting and action plan development in a particular area. National profile programmes have so far been initiated in the areas of chemicals management, climate change, desertification, environmental information systems and debt and financial management. More recently, the Global Environment Facility has requested UNITAR to assist in preparing a guide to support countries in the conduct of self-assessments of capacity needs relating to the Rio conventions (biodiversity, climate change and desertification). In a similar vein, the secretariat of the Aarhus Convention negotiated under the auspices at the Economic Commission for Europe has entered into an agreement with UNITAR to help countries to prepare a national profile related to the implementation of the Convention.

14. Evaluation is a widely recognized tool to measure effectiveness and to help define ways of increasing effectiveness. Many activities, programmes and projects are evaluated on an ad hoc basis, routinely, or at the request of a stakeholder. In most cases, the evaluations involve counterpart officials and organizations in developing countries associated with the activities, programmes and projects being evaluated. However, evaluation is a tool that often does not live up to expectations, effort and cost. In many cases, findings and recommendations remain a part of the report and never find their way into the culture, decisions or actions of the activities,

programmes and projects concerned. Evaluations should not only meet an institutional or programmatic requirement, but should lead to lessons learned, to best practices that are actually followed, to a dependable assessment of impact — in short, to greater effectiveness. The capacity to provide evaluation services is a natural extension of the research and training and information exchange and networking functions. All aspects of evaluation benefit from an interactive relationship with existing UNITAR programmes and activities and the considerable experience and resource base of training, research and management in many priority areas of concern to the United Nations. UNITAR is reflecting on theoretical alternatives and pragmatic action in this field.

15. The last and most recent reflection on training conducted by UNITAR touches upon the foundation and sharing of action-derived knowledge. UNITAR will undertake new partnerships with the private sector in the area of knowledge creation and sharing. This approach is now perceived not merely as an alternative strategic option but as a key to organizational survival. Public institutions and organizations from civil society need to benefit from that experience. As countries move towards the implementation of various development initiatives, their need for increased access to know-how is more and more acute. To date, however, that know-how is neither readily nor widely available, as the expertise required for large-scale implementation of development activity is in very short supply. Strengthening implementers' capacity to learn from action, create their own knowledge banks and share lessons learned is the only way towards successful development on a global scale.

Active participation in intergovernmental meetings

16. Owing to the recognized relevance of its training and research programmes and its regained credibility, the United Nations Institute for Training and Research is frequently invited by the United Nations to participate more directly and concretely in intergovernmental events. During the period under review, UNITAR was called upon to participate in the preparation of two major events: the World Summit on Sustainable Development, held in Johannesburg, South Africa, from 26 August to 4 September 2002; and the World Summit on the Information Society, to take place at Geneva in 2003 and in Tunis in 2005. UNITAR's contribution remains focused on aspects and issues in which the Institute has gained experience over the last decade.

17. UNITAR's contribution to the World Summit on Sustainable Development was very specific and concrete. The context and the modus operandi of the Summit were in harmony with the Institute's flexible approach to its actions and its constant quest for cooperation. UNITAR, in association with several other intergovernmental bodies, non-governmental organizations, civil society, academia and private corporations, has announced the following three partnership initiatives:

- Local capacity-building and training on sustainable urbanization: a public-private partnership
- Partnership for capacity-building to implement the Globally Harmonized System of Classification and Labelling of Chemicals
- Capacity-building initiative on the application of information and communication technologies (ICT) for the establishment of the Environmental Information System on the Internet (SISEI) in Africa.

18. The United Nations Institute for Training and Research is a member of the High-level Summit Organizing Committee for the World Summit on the Information Society. The Institute has been conducting several training and capacity-building programmes concerning new information and communication technologies. UNITAR was requested to design and conduct a special support programme for least developed countries. Again, in cooperation with intergovernmental and non-governmental organizations, academia and civil society, UNITAR is building a forum from which least developed countries may better assess the challenges of the Summit. The programme will allow them to express their concerns regarding the emerging information society and their particular difficulties at the technological level, as well as at the economic, social and legal levels. Developing countries in general and the least developed countries in particular will derive the greatest possible benefit from the Summit if they are able to express their interest during the preparatory phase and take an active part in the conclusions and recommendations of the Summit itself. UNITAR was invited by the Government of Mali, the Economic Commission for Africa and the International Telecommunication Union (ITU) to contribute to the African regional preparatory conference for the Summit that was held in Bamako in May 2002.

19. Participation in international events organized under the aegis of the United Nations is a new aspect of the Institute's activities. This should continue and increase with time, in particular in areas where UNITAR now has recognized expertise in training and capacity-building.

Financial fragility

20. The financial situation of the United Nations Institute for Training and Research is stable but remains vulnerable. This prevents UNITAR from answering numerous requests for assistance from developing countries and countries in transition. The two main issues are the rental and maintenance costs of UNITAR's premises in New York and Geneva and the low level of voluntary contributions to the General Fund.

21. For over a decade now, the Institute's Board of Trustees has proposed that the offices put at UNITAR's disposal by the United Nations should be free of rent and maintenance costs. The rationale for this is that UNITAR offers training programmes to diplomats accredited to United Nations Headquarters, regardless of their nationality, grade or functions, free of charge. This constitutes a clear contribution to both the States Members and the Organization. In return, the Board of Trustees advocates that the Organization should waive the charges to UNITAR and place the Institute on the same footing as other similar institutes within the United Nations. The issue is debated each year by the Second Committee, but no decision has been taken as yet.

22. The second issue is the continuing low level of voluntary contributions to the UNITAR General Fund while participation in cost-free training programmes is increasing. The increase also includes participants from industrialized countries that have not yet resumed their voluntary contributions. The General Assembly has already recognized the discrepancy. According to the Board of Auditors, the participation of civil servants from industrialized countries has increased significantly, now reaching around one third of the total participants, while their financial contribution has not increased.

23. During its last session in May 2002, the Board of Trustees discussed at length the best possible measures to address the discrepancy between the decline in contributions to the General Fund of the Institute and the increase in participation in its programmes. The Board's recommendations included the following:

(a) UNITAR should not reduce its current programmes nor refuse the participation of nationals from non-contributing countries in its programmes, as both of these measures could be counter-productive. However, participating countries should be made fully aware of the costs pertaining to the conduct of these activities and the overall financial situation of UNITAR;

(b) UNITAR should continue with its fund-raising efforts, as these initiatives took years to bear fruit. Meanwhile, and with the assistance of the Board, it should identify desk officers and key people in capitals responsible for allocating funds and seek to better inform them on the performance and activities of UNITAR.

The Board considered that many avenues for fund-raising were still open and unexplored, and that the quality and credibility of UNITAR programmes and management provided a good "cause" to take to capitals. It decided therefore to establish a committee, initially composed of six Members of the Board, to assist the Executive Director in fund-raising tasks.

Report of activities

I. Training programme in multilateral diplomacy and international affairs management

A. Diplomacy training and fellowships

Introduction

24. Many developing countries and countries with economies in transition are facing new tasks in the field of international cooperation. It is therefore essential to provide them with a sound background on the various aspects of diplomacy within a multilateral setting. Appropriate training in the field will facilitate access to the multilateral working environment; it will also enable countries to participate more efficiently in international forums and to enhance their domestic capacities for development.

Main activities

25. The training activities of the United Nations Institute for Training and Research's international affairs management programme are being designed and conducted in the areas described below.

Training for diplomats accredited to the United Nations at Geneva, Nairobi and Vienna

26. The training programmes in multilateral diplomacy are designed for the benefit of members of permanent missions accredited to the United Nations at Geneva, Nairobi and Vienna. As a rule the courses are offered free of charge to States Members of the United Nations.

27. The courses focus on general, specific and practical aspects of diplomacy that are instrumental in accomplishing the diplomats' professional tasks in a multilateral setting. Workshops, seminars and briefings are offered in the form of awareness and orientation training as well as practical skills training. Topics include a United Nations system overview; the functioning of principal United Nations organs; the drafting of resolutions; basic and advanced negotiation skills; conference diplomacy; the negotiation of international legal instruments; the structure and retrieval of United Nations documentation; the United Nations Official Documents System; diplomatic privileges; public speaking; the chairing of meetings; and effective presentations.

28. During the period under review, 27 training activities in multilateral diplomacy were conducted: 19 at Geneva, 5 at Vienna and 3 at Nairobi. A total of 658 diplomats participated. A separate report on the training courses conducted in New York is presented in Chapter II.

Tailor-made training

29. The Institute's tailor-made programmes target government officials, diplomats, diplomatic trainees, civil servants dealing with various aspects of international affairs, academics and staff members of intergovernmental organizations or non-governmental organizations.

30. Participants in tailor-made training activities learn how to act more efficiently in a multilateral setting for the benefit of their countries or organizations. Through such activities UNITAR enhances domestic capacities for development in the Member States.

31. For tailor-made activities, countries define their own training needs and priorities and inform UNITAR about them. The Institute then works out a budget estimate for the respective training activity, which can be used as a basis by the requesting agency, department or institution to secure funding. For example, the activities can be organized in a subregional context whereby the participating countries/agencies share the costs of the training. UNITAR's tailor-made training programmes are financed from extrabudgetary sources: funding has to be provided from outside the Institute's regular budget.

32. Once the funding for a particular activity has been secured, UNITAR develops a training curriculum on an individual basis, selects trainers and handles all administrative and logistical aspects of the programme. Lastly, UNITAR carries out the training, provides all trainees with background material and evaluates the success of the training project.

33. The topics covered within UNITAR's tailor-made training programme vary widely. New course modules are developed and added depending on evolving needs and on the nature of the requests received. Courses are offered in multilateral diplomacy, international affairs management, public international law, communication skills and new information technologies.

34. The following tailor-made training activities were conducted in the period under review, with the participation of 245 trainees:

- 19-23 March 2001, Tokyo

  United Nations Institute for Training and Research/Foundation for Advanced Studies on International Development course on international organizations: three-day training module on negotiation skills

- 12-16 May 2001, Tehran

  Seminar on international courts and tribunals for practitioners from the Middle East, Central Asia and the Caucasus region

- 2-6 July 2001, Baku

  Seminar on sustainable human development conducted by the United Nations Institute for Training and Research and the United Nations Development Programme (UNDP)

- 17-20 September 2001, Lilongwe

  UNITAR/UNDP workshop on chairing, participating and negotiating in bilateral and multilateral meetings

- 24-28 September, Geneva

  Sports for development project: module I — the United Nations system

- 7-18 January 2002, Yaoundé

  United Nations/United Nations Institute for Training and Research regional training programme in international law for French-speaking African countries

- 20 May-7 June 2002, Banjul

  Training in diplomatic practice: module I (conducted in collaboration with the United Nations Development Programme and the diplomatic training academy of the Gambia)

- 22-26 June 2002, Tehran

  Workshop on conference diplomacy and multilateral negotiations

Fellowship programmes

35. The United Nations Institute for Training and Research fellowship programmes provide junior to mid-level professionals from States Members of the United Nations with substantive subject knowledge in the areas of public international law, international affairs management and the international civil service. As a rule, training courses provided under the fellowship programmes last much longer than the aforementioned training programmes, covering periods of three weeks, six weeks and seven months. They are recurrent, annual programmes and participation is based on a competitive selection process.

Fellowship programme in international law (The Hague, Netherlands)

36. The United Nations/United Nations Institute for Training and Research training programme for lawyers from developing countries and countries in transition was established under the United Nations programme of assistance in the study, teaching, dissemination and wider appreciation of international law. A limited number of places are available for lawyers from other countries on a cost-covering basis. The course covers, inter alia, international criminal law, treaty law, law of the sea, environmental law, humanitarian law, refugee law, human rights, trade law and trade dispute settlement, dispute resolution, negotiation of international legal instruments and law of international watercourses. The training is conducted in English and French.

Fellowship programme in international affairs management: capacity-building for human security (Geneva)

37. The three-week training programme in capacity-building for human security introduces junior- to mid-level diplomats to the multilateral diplomatic work environment with a special focus on matters related to human security. The fellowships are reserved for trainees from developing countries and countries in transition. Interested diplomats from industrialized countries may also attend, but must pay a course fee. The programme covers the United Nations system, United Nations reform proposals, United Nations peacekeeping, preventive diplomacy, multilateral negotiation, dispute settlement, mediation, disarmament, humanitarian assistance, human immunodeficiency virus/acquired immunodeficiency syndrome (HIV/AIDS), human rights, humanitarian law, environmental law, international courts and tribunals, public speaking and the chairing of meetings.

38. The training is offered in English only.

Fellowship programme on the international civil service (Yaoundé, Paris, Geneva)

39. The seven-month programme on the international civil service is open to trainees from the public and private sectors of French-speaking developing countries. It is organized with the support of the *Agence intergouvernementale de la Francophonie* in collaboration with the International Relations Institute of Cameroon and the International Institute of Public Administration, based in Paris.

40. The training comprises four months of instruction followed by a three-month practical internship within a United Nations organization or specialized agency. The course covers the international civil service, international public administration, international organizations, international law, international economic relations, negotiation techniques, report writing, public speaking and new information and communication technologies. The training is conducted in French.

41. In the period under review, 101 fellows received training under UNITAR's multilateral diplomacy fellowship programmes.

Advisory services

42. The Institute's training programme in multilateral diplomacy and international affairs management is also offering assistance in the elaboration of training curricula for diplomatic institutes in Member States. Advisory services can include the development of full-fledged training curricula, the elaboration of specialized training modules, the organization and evaluation of training activities and the implementation of study visits to sites at United Nations headquarters as well as assistance in setting up diplomatic libraries or new information technology units.

B. Peacemaking and preventive diplomacy

Programme for briefing and debriefing special and personal representatives and envoys of the Secretary-General

43. The programme for the briefing and debriefing of special and personal representatives and envoys of the Secretary-General is being carried out to preserve and pass on their valuable lessons and experience and to ensure that those lessons are used to refine and enhance United Nations peace operations. The project has five components: (a) the debriefing of current and past special representatives and envoys through in-depth interviews; (b) the preparation of a handbook for special representatives and envoys of the Secretary-General, consisting of a well-organized summary of lessons and recommendations from the interviews; (c) a set of digital videodiscs (DVDs)/videotapes of the interviews, which will accompany the handbook; (d) an annual seminar for special representatives and envoys and senior United Nations staff to provide a forum to share experiences and lessons and promote dialogue; and (e) a more systematic briefing programme based on the recommendations of special representatives and envoys. The handbook and the DVDs/videotapes will form one part of the briefing programme for new special representatives and envoys. All of the activities are being carried out in close cooperation with the senior staff in relevant United Nations departments.

44. The first seminar for current special and personal representatives and envoys of the United Nations Secretary-General took place in Mont Pèlerin, Switzerland, in March 2001. The second was scheduled to meet at the same venue in October 2002.

The first round of in-depth interviews with special representatives has taken place and a draft of the handbook, based on those interviews, was being prepared for the 2002 seminar. In addition, videotaped interviews were carried out with a number of special representatives and envoys and senior Secretariat staff, and a selection of those was to be available at that meeting.

45. The programme is funded by the Department of Foreign Affairs and International Trade of Canada, the Ministry for Foreign Affairs of Sweden, the Federal Department of Foreign Affairs of Switzerland and the Department for International Development of the United Kingdom of Great Britain and Northern Ireland.

United Nations Institute for Training and Research/International Peace Academy fellowship programme in peacemaking and preventive diplomacy

46. This annual programme, now in its tenth year, offers advanced training in conflict analysis, negotiation and mediation to mid- and senior-level United Nations staff and diplomats who wish to learn or refine these skills. The major focus is on the peaceful resolution of disputes through the United Nations. The two-week training programme, held in Holmenkollen, Norway, in 2002, offered the latest knowledge and experience in conflict resolution through case studies, discussion of obstacles and issues and hands-on practice in negotiation and mediation. The programme is currently supported by the Department of Foreign Affairs and International Trade of Canada, the Federal Foreign Office of Germany, the Ministry of Foreign Affairs of Norway, the Ministry for Foreign Affairs of Sweden, and the Department for International Development of the United Kingdom.

UNITAR regional training programme to enhance conflict prevention and peace-building in Africa

47. The programme to enhance conflict prevention and peace-building in Africa was developed as an extension of the fellowship programme mentioned above to provide training at the regional level. It includes participants from the foreign and defence ministries of African States as well as key staff from intergovernmental and non-governmental organizations in the region. It focuses on the pressing need to improve the prevention and resolution of conflicts in Africa. African experts from across the continent serve as resource persons. The programme addresses the challenges faced by practitioners and decision makers in their efforts to assess and respond to the proliferation of crises in the region. It is designed to strengthen coordination and collaboration among actors and institutions and to provide a cadre of persons who could be called upon to use their skills to assist peace processes in Africa. The first regional training programme was held in October 2000 in Dakar and the second in October 2001 in Addis Ababa. A third meeting was planned for November 2002. The programmes have received funding from the International Development Agency of Canada, the Federal Foreign Office of Germany, the Ministry of Foreign Affairs of Norway, the Ministry for Foreign Affairs of Sweden, and the Department for International Development of the United Kingdom.

United Nations Institute for Training and Research/Regional Peacekeeping Training Centre subregional training programme to enhance conflict prevention and peace-building in Southern Africa

48. The training programme to enhance conflict prevention and peace-building in Southern Africa, organized by UNITAR and the Regional Peacekeeping Training Centre (RPTC), was established to provide advanced training in conflict analysis, prevention and resolution to mid- and senior-level professional staff from the ministries of foreign affairs and defence of the member States of the Southern African Development Community (SADC). In addition, it invites the participation of relevant staff members from the secretariat of the Community and representatives of key non-governmental organizations focusing on peacemaking in Southern Africa. The programme is co-organized with the SADC Regional Peacekeeping Training Centre. It focuses on the pressing need to address issues of peacemaking in Southern Africa and the challenges faced by practitioners and decision makers in their efforts to assess and respond to current and potential conflict situations in the subregion. The training programme takes place at the Centre's headquarters in Harare, Zimbabwe. The first programme was held in March 2000 and the second in February 2001. The programmes were funded by the Royal Danish Ministry of Foreign Affairs.

Network for the Promotion of African Principles of Conflict Resolution and Reconciliation/Réseau pour la promotion des principes africains de résolution des conflits et de réconciliation (REPARCOR)

49. REPARCOR is a network established between intergovernmental and non-governmental organizations working to promote the revitalization and use of African cultural approaches to peacemaking. The Network seeks to promote the use of the positive cultural values, knowledge and skills that exist within African indigenous approaches to conflict resolution and reconciliation. The Network, which has focal points in all subregions of Africa, collaborates with initiatives that seek to draw upon African cultural values to build a culture of peace on the African continent. For additional information, please refer to the Network's web site at http://www.africanprinciples.org. The initial funding for the establishment of the Network was received from the Department for International Development of the United Kingdom.

Training programme to enhance the conflict resolution and peace-building capacities of minority and indigenous peoples' representatives

50. The programme provides advanced training to key representatives of minority and indigenous peoples in problem-solving approaches to negotiation. The training is designed to build representatives' capacities to negotiate more effectively with Governments and other major groups to have their needs met while preserving effective working relationships. Indigenous and minority experts as well as other specialists, including representatives of regional organizations, serve as resource persons for the training programme. The international programme is conducted annually at the time of the Working Group on Indigenous Populations of the Subcommission on the Prevention of Discrimination and Protection of Minorities, held at the United Nations in Geneva. The first programme took place in 2000 and the second in 2001. In addition, a regional training programme is conducted in a different part of the world each year. The first regional training programme, for the

Americas, was held in Mexico in 2001. A second programme is planned for February 2003.

51. In May 2002, a UNITAR seminar for members of the Permanent Forum on Indigenous Issues was organized in New York at the request of a number of Permanent Forum members. The seminar was planned to assist their efforts to prepare for and implement the first historic meeting of the Permanent Forum on Indigenous Issues at United Nations Headquarters and to facilitate work on their important mandate.

52. The programme is funded by the Department of Foreign Affairs and International Trade of Canada, the Royal Danish Ministry for Foreign Affairs, the Federal Foreign Office of Germany, the Ministry for Foreign Affairs of Norway, the Ministry for Foreign Affairs of Sweden and the Federal Department of Foreign Affairs of Switzerland. Plans are under way to hold a meeting at the University for Peace in Costa Rica in December.

C. Programme of training for the application of environmental law

53. The United Nations Institute for Training and Research programme of training for the implementation of environmental law (environmental law programme) was originally launched in 1997 to promote the strengthening of national legal and institutional components to improve environmental management for sustainable development. The programme is relevant for countries throughout the world but specifically responds to the needs of developing countries and countries with economies in transition.

General approach

54. Environmental law is an essential tool for the governance of sustainable development. It provides the foundation for government policies and actions for the conservation of the environment and for ensuring that the use of natural resources is both equitable and sustainable. Much of the modern body of environmental law has been developed at the international level, most notably through the adoption of international conventions that must be implemented at the national level through appropriate legislation.

55. Concern for the application of the law is even more relevant today, given the limited capacity of many countries to implement an increasing number of international agreements on the environment. Particularly in developing countries and in countries with economies in transition, environmental legislation is often incomplete or outdated, and qualified and trained personnel to remedy these deficiencies are lacking. By expanding the knowledge of the public, it is possible to create a firm basis for the application of environmental law at the national level.

56. The Institute's programme for the implementation of environmental law was prepared in partnership with the World Conservation Union and the United Nations Environment Programme. Financial support was provided by the Swiss Agency for the Environment, Forests and Landscape, the Ministry of Development and Cooperation of the Netherlands, the Ministry of Environment and Sustainable Development and the Ministry of Foreign Affairs of France, the *Agence intergouvernementale de la Francophonie*, the United States Environmental

Protection Agency and the Governments of Japan, Ireland and Mexico. The United Nations Office for Project Services, the United Nations Development Programme, the United Nations Educational, Scientific and Cultural Organization, the secretariat of the World Heritage Convention concerning the Protection of the World Cultural and Natural Heritage and Carl Duisberg Gesellschaft have also been supporting the programme.

Correspondence instruction

57. Along with inaugural and specialized follow-up workshops and capacity-building activities at the national and regional levels, distance learning through correspondence instruction in international environmental law is the central component of the programme. The correspondence course has been designed to reach a large number of people working for governmental and non-governmental organizations as well as professionals and students from academic and research institutions in countries throughout the world. The first phase consists of 10 courses in international environmental law.

58. Currently, Phase I (1-10) is available in English with the exception of volume 9, which had to be replaced by a new version that takes into account recent developments in the field of environment and trade. The original manuscript is in French and is being printed. The French version of Phase I (1-10) was scheduled to be completed by October 2002. The Spanish version of Phase I was expected to be ready by the end of 2002. The development of the second phase will commence early in 2003, depending on the availability of funds.

59. By mid-2002, 430 participants from 87 different countries were enrolled in the course. They were requested to submit the final examination included for each course to UNITAR for evaluation. Upon successful completion of the series, each participant received a United Nations Training and Research Institute certificate of attendance. According to a new rule introduced in May 2001, an award of merit is conferred upon those who submit a final essay of 15 pages, following examination by the Institute's expert team.

E-training

60. In the era of globalization, characterized by quick changes and rapid developments, e-training is an innovative tool to face the new challenges in information dissemination throughout the world. What is more, international environmental law is a relatively new discipline, that has progressed very quickly over the last decade. E-training is the appropriate tool to keep up with the rapid changes in international environmental law, as it will be easier to adjust and adapt the course modules to actual developments. In the light of those developments, and considering the pressing request from various parties and participants, the United Nations Institute for Training and Research has decided to make all the courses available on the web free of charge as an e-training package. The programme can thus be at the disposal of the largest possible audience having access to the Internet. With the financial support of the *Agence intergouvernementale de la Francophonie*, the environmental law programme has initiated a pilot phase by launching the French version of the correspondence courses (starting with volumes 1, 3, 4 and 9) on the Internet and establishing a platform for e-training in cooperation with French-

speaking African countries. The e-training package is expected to be made available in Spanish in the coming months.

National and regional workshops

61. The correspondence instruction course is supplemented by regional and national workshops. The specialized follow-up workshops and seminars are held at the regional and subregional levels in conjunction with selected efforts for environmental capacity-building at the national level. Since 1997, regional workshops have been carried out for Asia and the Pacific, the Caribbean, East, West and North Africa, Eastern Europe, Oceania and the Indian Ocean region. In July 2002, a seminar for Central American countries took place in Panama. A regional workshop for North Africa was planned for Tunis in October 2002. Three workshops on biological diversity were organized for Asia and the Pacific region in Kushiro, Japan. After a positive assessment, the environmental law programme will be in charge of a new training programme in Kushiro in March 2003, introducing the participants to the implementation of multilateral agreements related to marine biological diversity.

Capacity-building

62. National capacity-building programmes are long-term intensive capacity-building projects on the implementation of environmental obligations. This is achieved through recommendations to government organizations, courses and workshops, and training of key government officials. The environmental law programme of the United Nations Institute for Training and Research has organized national capacity-building programmes for countries in South-eastern Asia. In 2002, four capacity-building programmes were organized. Two of these were scheduled to take place in Senegal (tourism and environment; and toxic waste management, as a follow-up to the introductory regional workshop for West Africa), one in Mauritius (tourism and environment) and one in Seychelles (coastal zone management). Two others are planned for Madagascar in 2003. The last four activities are follow-up seminars to the introductory regional workshop for the Indian Ocean region.

A la carte training

63. A special seminar for French-speaking European magistrates will take place in Divonne-les-Bains, France, next November. In 2003 other specialized workshops will be prepared for magistrates (especially for the countries in economic transition), inspectors or lawyers. Compliance and implementation issues will be key questions for the environmental law programme in the next two years. Access to information and public participation are also topics to be analysed deeply. The implementation of the Aarhus Convention and the preparation of national profiles are priority projects to be realized jointly with the chemicals and waste management programme of UNITAR. Common projects will be conducted with the International Training Centre for Local Actors (CIFAL) of UNITAR. Within that framework, the environmental law programme will be responsible for the legal aspects of the training activities for local and regional authorities in the field of environment.

D. International migration policy

64. At the beginning of August 2002, the International Migration Policy Programme was in its fourth year of implementing government capacity-building activities on all aspects of migration. The inter-agency activity, co-sponsored by the United Nations Population Fund, the International Labour Organization, the United Nations Institute for Training and Research and the International Organization for Migration, also works in close cooperation with the Office of the United Nations High Commissioner for Refugees and other global and regional institutions dealing with migration issues and related aspects. The purpose of the Programme is to offer capacity-building to meet national migration management and policy development needs at national and regional levels and foster regional dialogue and cooperation on migration issues. Based on the overwhelmingly positive feedback received from participating Governments and institutions over the years, and the ongoing adjustment in approach and regional focus, the Programme is today regarded as a logical, cost-effective and sustainable mechanism to impart knowledge on migration policy and provide management expertise to migration managers in different parts of the world.

65. Within a period of 4 years, Programme activities have benefited over 600 senior- and mid-level government officials from some 105 countries. Over 200 international and government experts, as well as numerous government observers from Western and other countries have offered their support at the meetings.

66. Between November 1998 and August 2002, 11 major regional migration policy meetings were organized at the following locations: Budapest in November 1998 with 14 Governments from Central and Eastern Europe; Pretoria in April 1999 with 13 Governments from Southern Africa; Bangkok with 19 Governments from Asia and the Pacific; Issyk-Kul, Kyrgyzstan in May 2000 with 13 Governments from Central Asia, the Caucasus and neighbouring States; a follow-up seminar in Swaziland in November 2000 with 14 Governments from Southern Africa; a follow-up seminar on labour migration in Geneva in December 2000 with 15 Governments from Central and Eastern Europe; Kingston in May 2001 with 9 Governments from the Caribbean region; follow-up consultations in Istanbul, Turkey, in June 2001 with 13 Governments from Central Asia, the Caucasus and neighbouring States; Dakar in December 2001 with 16 Governments from West Africa; Nairobi in May 2002 with 13 Governments from East Africa, the Horn of Africa and the Great Lakes Region; and Istanbul, Turkey, in July 2002 with 14 Governments from Central Asia, the Caucasus and neighbouring States. (For September 2002, in Bucharest, Romania, the Programme was coorganizing with the International Centre for Migration Policy Development and South-East European Cooperative Initiative, in cooperation with the International Organization for Migration, a senior level Meeting to address trafficking in human beings in South-eastern Europe under the auspices of the Task Force on Trafficking in Human Beings of the Stability Pact for South Eastern Europe; and in October 2002, in Santo Domingo, a follow-up to the 2001 international migration policy seminar for the Caribbean region was being planned in close cooperation with the International Organization for Migration, involving the same regional actors as in 2001: the United Nations Population Fund, the International Labour Organization, the United Nations Institute for Training and Research, the Office of the United Nations High Commissioner for Refugees, the Joint United Nations Programme on HIV/AIDS, the Caribbean Community, the

Economic Commission for Latin America and the Caribbean and the Organization of American States.

67. Under its regional approach, the International Migration Policy Programme continues to gather countries that are part of a "common migration space", which, while not always defined by a specific region, incorporates States sharing common migration interests and concerns. In an effort to share global migration policy approaches and experiences, the Programme also facilitates the interface between developing countries and international experts and Governments with more advanced migration management capacity and expertise. The ongoing sharing of information and best practices, and the facilitation of dialogue between States constitute essential contributions to efforts by developing countries and those with economies in transition to address more effectively and efficiently increasingly complex migration challenges.

68. In 2001 and 2002, the Programme's interdisciplinary and inter-agency approach was reinforced through the increased participation of a wider range of international and regional partner institutions, including the International Organization for Migration, the International Labour Organization, the United Nations Population Fund, the United Nations Institute for Training and Research, the Office of the United Nations High Commissioner for Refugees, the Office for Drug Control and Crime Prevention, the Office of the United Nations High Commissioner for Human Rights, the Joint United Nations Programme on HIV/AIDS, Interpol, the European Commission, the Economic Commission for Latin America and the Caribbean, the Caribbean Community, the Economic Community of West African States, the Organization for Security and Cooperation in Europe, the International Centre for Migration Policy Development, the Intergovernmental Committee, the International Committee of the Red Cross, the Southern African Migration Project, Migrants Rights International and the Regional Centre for Migration and Refugee Issues.

69. Taking account of the changing facets of international migration, the Programme's core curriculum was adjusted and expanded further. It now contains fourteen chapters dedicated to the many aspects of migration and human displacement, including the link between asylum and irregular migration, migrant trafficking, migration and HIV/AIDS, migration and national and regional security and stability, and migration data collection, analysis and exchange.

70. A key feature of the International Migration Policy Programme is that of sustainability, through follow-up activities with the same Governments and, to the extent possible, with the same government officials that met in a first regional meeting of the Programme. As in 2002, many of the activities planned for 2003 are the result of prior Programme activities in the region, resulting from requests by participating Governments that the Programme pursue its capacity-building activity. All such follow-up activities are based on recommendations and conclusions adopted by participating Governments, and work agendas are prepared in direct consultation with them.

71. Tentative plans for 2003 include a migration policy seminar for the Eastern Mediterranean and the Middle East; a follow-up migration policy seminar for Asia and the Pacific; a third International Migration Policy Programme seminar for Southern Africa; and a fourth meeting of the "Issyk-Kul" dialogue for Central Asia, the Caucasus and neighbouring States. Ongoing activities include the following: an

international training and capacity-building project in migration policy and management for government officials, organized jointly by the International Migration Policy Programme, the International Labour Organization and the International Organization for Migration; and a joint comprehensive programme for training, exchange and cooperation to address trafficking in human beings in South-Eastern Europe (Stability Pact for South-Eastern Europe), organized by the International Migration Policy Programme, the International Centre for Migration Policy Development, the International Organization for Migration and the South-East European Cooperative Initiative.

72. Copies of the International Migration Policy programme and budget document for 2003 will be made available upon request at unimp@gve.ch. The web site may be consulted for further information concerning past and current activities at http://www.impprog.ch

E. Programme of Correspondence Instruction in Peacekeeping Operations

73. The United Nations Institute for Training and Research Programme of Correspondence Instruction in Peacekeeping Operations (UNITAR POCI) was established to provide standard distance training that would be universally available at a low cost to a large population of geographically distributed students. Since 1995 training has been provided to students through self-paced correspondence courses, and all training material is provided in the form of printed course booklets. Organized in collaboration with the Training and Evaluation Service of the Department of Peacekeeping Operations, the programme ensures that the content of the courses justly reflects accepted United Nations practices and policy. Each of the 16 courses offered covers a different aspect of peacekeeping. All of the courses are available in English; in addition, three are available in French, one in German, four in Spanish and four in Swahili. During the period from 1 July 2000 to 30 June 2002, the Programme processed 3,465 enrolments, with students coming from 91 troop-contributing nations. The Programme is completely financially self-supporting through enrolment revenues. Student enrolment fees range from $85 to $125 depending on the course and cover all costs, including printing, shipping, processing, administration, authors' royalties and overhead.

74. The individual courses offered by the programme include the following: Principles for the Conduct of Peace Support Operations (in English or Swahili); Commanding United Nations Peacekeeping Operations: Methods and Techniques for Peacekeeping on the Ground (in English or French); Logistical Support of United Nations Peacekeeping Operations; Operational Logistical Support of United Nations Peacekeeping Missions: Intermediate Logistics Course; Serving as a United Nations Military Observer: Methods and Techniques (in English, Spanish or Swahili); History of United Nations Peacekeeping Operations during the Cold War: 1945 to 1987; History of United Nations Peacekeeping Operations following the Cold War: 1988 to 1997; United Nations Civilian Police: Restoring Order following Hostilities (in English, Spanish or Swahili); Peacekeeping in the Former Yugoslavia: from the Dayton Accord to Kosovo; Demining in the Aftermath of War: Preventing Casualties to Peacekeepers and the Civilian Population (in English or German); International Humanitarian Law and the Law of Armed Conflict (in English, French or Spanish); Global Terrorism; Peacekeeping and International Conflict Resolution;

Security Measures for United Nations Peacekeepers; The Conduct of Humanitarian Relief Operations (in English or French); and An Introduction to the United Nations System: Orientation for Serving on a United Nations Field Mission. The course authors are from nine different nations, and all are experienced peacekeepers and respected practitioners in their field.

75. Each course consists of a series of lessons containing lesson objectives, training material and an end-of-lesson quiz with the answers provided so that students may monitor their own progress. A comprehensive end-of-course examination is completed by the students and submitted for grading. If they meet the minimum passing score of 75 per cent, they receive a certificate of completion from the Programme. Students may obtain information about the Programme on its web site (http://www.unitarpoci.org), through which they may also enrol, communicate with their instructor, participate in the chat room and submit their examinations. For students without access to the Internet, all operations may be carried out by the mail.

76. A cooperative programme has been established that links the Programme's distance training with classroom courses provided by selected universities and national training programmes on every continent. Students who complete a classroom course, one correspondence course per month for 12 months and an original research thesis are awarded a certificate of training in United Nations peace support operations.

II. Activities of the New York Office

77. The New York Office of the United Nations Institute for Training and Research was opened in October 1996, in accordance with relevant resolutions of the General Assembly and with a decision by the Institute's Board of Trustees. The Office's key mandate is to organize training for delegates in New York and strengthen the Institute's cooperation with the United Nations Secretariat, programmes and funds, and with academia, foundations and the private sector in the Americas. The Office also provides briefings on other UNITAR programmes conducted from its Geneva headquarters. In addition, it serves as the liaison for another North America-based UNITAR programme, the Programme of Correspondence Instruction in Peacekeeping Operations.

Major activities of the New York Office

78. The main operational task of the New York Office is to design and conduct training programmes for permanent missions in New York. From July 2000 to June 2002, the Office conducted 66 training events, or approximately three events per month. Programmes are designed on the basis of the needs and requests formulated by the missions and through regular assessments conducted by UNITAR at the end of each course. Since July 2000, the Office has trained 2,545 participants, while the range, depth and number of programmes have progressively increased.

79. From July 2000 to June 2001, the New York Office offered 31 courses; from July 2001 to June 2002, it offered 35 courses, an increase of 4.

80. Some intensive courses, such as the annual campus on international trade and the campus on new communication technologies, provide delegates with a platform from which to undertake more extensive training on themes of particular importance.

81. The New York Office aims to provide timely training events to contribute to the specific work of delegates in New York including, for example, a Department of Economic and Social Affairs/United Nations Institute for Training and Research workshop on the priority theme of the fortieth session of the Commission for Social Development, "Integration of social and economic policy"; a series on issues related to the functions and workings of the Bretton Woods institutions; debriefings on the results of the International Conference on Financing for Development and on linkages with the World Summit on Sustainable Development; a World Trade Organization/United Nations Institute for Training and Research workshop on international trade negotiations; a Division for Ocean Affairs and the Law of the Sea/United Nations Institute for Training and Research briefing on developments in ocean affairs and the law of the sea 20 years after the adoption of the United Nations Convention on the Law of the Sea; the United Nations University/United Nations Institute for Training and Research pre-conference of parties workshop on the Framework Convention on Climate Change; and a briefing on environmental law.

82. The New York Office has continued to maintain institutional partnerships with centres of academic excellence, such as the University of Texas at Austin, the Stillman School of Business at Seton Hall University, the Fletcher School of Law and Diplomacy at Tufts University, the German Management Academy of Lower Saxony and Columbia University. In the private sector, the Office has a close and productive relationship with, among others, Intel Corporation.

83. Increasingly, the New York Office receives direct requests from permanent missions for additional programmes. In that context, the Office organized training events relating to environment and sustainable development, information technologies, international economics and finance, international law and international trade. In addition, it developed training in such skills as negotiation techniques, effective speaking and the drafting of resolutions. The Office will continue this strategy of flexibility and diversity in following specific requests from missions while at the same time consolidating the themes and curricula that have proven their relevance to the work of the delegates. Efforts to offer wider access and a strengthened follow-up to each event are ongoing, notably through handbooks, training material and web sites.

84. The New York Office draws its resource persons from a variety of agencies and departments within the United Nations system as well as from academic institutions, non-governmental organizations and private or public corporations. The Office has a number of joint programmes, which include a study programme for diplomats accredited to the United Nations with the Law School at Columbia University; a series on sustainable development in practice with the United Nations University; a workshop series with the World Bank; an annual week-long campus on international trade with the University of Texas at Austin and the World Trade Organization; a workshop series with the Dag Hammarskjöld Library; a workshop series under a partnership with Seton Hall University; and a workshop series on public-private partnerships for sustainable development with the German Management Academy of Lower Saxony.

Special projects

85. The series on policy awareness and training in information technology, organized by the New York Office, was launched under the auspices of the Information and Communication Technologies Task Force and the Ad Hoc Open-ended Working Group on Informatics, with the support of Intel Corporation. The series aims to enable diplomats accredited to the United Nations in New York to acquire specific computer skills and be exposed to the workings of the Internet. It also raises awareness and understanding of policy and security issues related to the information society. It consists of a set of four progressive modules and one seminar presented as a cycle, which is repeated four times a year. It was expected that some 400 participants would benefit from one or more modules in the series in 2002.

III. Training and capacity-building programmes in the field of economic and social development

A. Training and capacity-building programmes in chemicals and waste management

United Nations Institute for Training and Research training and capacity-building programmes in chemicals and waste management

86. The United Nations Institute for Training and Research programmes in chemicals and waste management support developing countries and countries with economies in transition in their efforts to ensure that dangerous chemicals and waste are handled safely without causing harm to human health and the environment. The programmes are closely linked to the implementation of Agenda 21 and related policy instruments that set out the responsibilities of countries with respect to the goal of sustainable development. As one of the organizations participating in the Inter-Organization Programme for the Sound Management of Chemicals (IOMC), a cooperative agreement between the United Nations Environment Programme, the United Nations Institute for Training and Research, the International Labour Organization, the Food and Agriculture Organization of the United Nations, the World Health Organization, the United Nations Industrial Development Organization, and the Organisation for Economic Cooperation and Development, UNITAR contributes its experience in training and capacity-building methodologies, while the partners contribute their expertise in specific areas of chemicals and waste management.

Programmes to facilitate integrated chemicals management

87. The cross-sectoral nature of chemicals management and the interests of various government ministries and other stakeholders in the area require an integrated and coordinated approach at the country level as well as the development of an organizational framework through which sustained national action in the sound management of chemicals can be ensured. The interrelated UNITAR programmes, guidance materials and support services outlined below are designed to assist countries in systematically addressing this challenge and are closely linked to the various recommendations issued by the Intergovernmental Forum on Chemical Safety (IFCS). Underlying principles that guide all activities stipulate that they be country-driven (by countries for countries) and involve all interested and affected parties.

National chemicals management profiles

88. Assessing and diagnosing the existing legal, institutional, administrative and technical infrastructure for the sound management of chemicals through the preparation of a national profile is considered an important prerequisite for building national capacity in a systematic way. National profiles have also been recognized as an important tool for implementation of international agreements concerning chemicals, in particular for preparing implementation plans for the Stockholm Convention on Persistent Organic Pollutants. Through its national profile programme, the Institute provides IFCS-endorsed guidance, training and technical

support to assist countries. By June 2002, some 68 countries had prepared a national profile, and another 24 were under preparation.

Information exchange among institutions and stakeholders

89. Chemicals management at the country level often involves a wide range of activities conducted by ministries, stakeholders and other institutions. Often, national chemicals management experts and civil servants lack knowledge of activities that are conducted by different national institutions owing to inadequate information exchange. In support of country-based efforts, the United Nations Institute for Training and Research, in cooperation with the United Nations Environment Programme and other partners, has developed guidance materials for strengthening information exchange at the national level. The UNITAR programme on the Environmental Information System on the Internet (*Système d'information et de Suivi de L'Environment sur Internet* — SISEI) is also a key contributor to this work. To date, a series of pilot workshops have taken place in developing countries to support this effort.

Strengthening national coordination mechanisms

90. Strengthening coordination among ministries and other interested and affected parties on issues related to chemicals can help to avoid duplication of effort and may lead to more efficient use of scarce resources. Coordination can also catalyse joint decision-making and, in the longer term, result in more coherent national policies. In 2002, in response to requests from countries to learn about the different experiences and approaches to national coordination, UNITAR initiated a survey in order to facilitate the sharing of lessons learned regarding country approaches to coordination. In addition, draft guidance materials have been developed in the context of a related programme in three developing countries. The development of further materials and training is planned.

Coordinated priority-setting

91. Setting priorities in a coordinated way allows countries to focus their limited resources on effectively addressing critical issues related to chemicals. The Institute has prepared a guidance document on organizing a national priority-setting workshop and provides support to interested countries in organizing such an event, resources permitting. By 2002, some 16 countries had organized a national priority-setting workshop with the support of UNITAR.

Coordinated financial resource mobilization

92. Capacity-building for the sound management of chemicals requires the mobilization of resources, both human and financial. Understanding the resource allocation planning process within a country is an important step that can lead to successful financial mobilization. Ministries working together to mobilize financial resources may collectively generate new and additional resources for the sound management of chemicals, in particular from external sources. UNITAR has provided guidance in response to demands originating both from countries and from donor Governments. A thematic workshop on this topic, bringing together representatives from developing countries, countries with economies in transition,

other Governments, intergovernmental organizations and non-governmental organizations was planned for 2002.

Country projects to support integrated chemicals management

93. With the support of the Swiss Agency for Development and Cooperation, three countries — Ecuador, Senegal and Sri Lanka — are participating in two-year projects (ending in early 2003) entitled "Developing and sustaining an integrated national programme (INP) for the sound management of chemicals". The projects are being implemented in cooperation with all organizations participating in the Inter-Organization Programme for the Sound Management of Chemicals as well as with other international and national partners. A formal advisory body has been established to provide overall guidance and ensure systematic utilization of expertise available through the Institute's IOMC partner organizations. Countries address integrated chemicals management issues and action plan development on topics identified through a national priority-setting process. Expected results include an updated national profile, completed action plans on two priority topics, a financial resource mobilization strategy and strengthened national inter-ministerial and multi-stakeholder mechanisms. The programme is designed in a flexible manner to allow countries to consider areas of particular importance to their national situation.

Specialized training and capacity-building programmes

94. On a select number of topics, the United Nations Institute for Training and Research offers specialized advice to assist countries in their strategy development processes. In each programme, UNITAR works jointly with at least one other organization participating in the Inter-Organization Programme for the Sound Management of Chemicals to provide guidance and technical support and build advisory networks. A systematic planning framework is provided, while all substantive decisions are made by partner countries. Brief descriptions of the activities conducted are given below.

Chemical hazard communication and implementation of the Globally Harmonized System of Classification and Labelling of Chemicals

95. The goal of chemical hazard communication is to ensure that employers, employees and the public know about chemical hazards and how to protect themselves. The subject of chemical hazard communication is also an integral element within the areas being addressed under the Globally Harmonized System of Classification and Labelling of Chemicals (GHS), which is currently being finalized through a key United Nations subcommittee. A joint UNITAR/ILO programme helps countries to develop and implement chemical hazard communication action plans through the participation of affected and interested parties.

96. A programme advisory group with participants from international organizations, countries, industry, labour groups, universities and other interested parties has been established. It reviews programme documents, ensures complementarity with other hazard communication initiatives and provides guidance regarding programme implementation. With the support of the Minister for Development Cooperation of the Netherlands, a pilot project to develop a national chemical hazard communication strategy is being implemented in 2002-2003. Under

a proposed partnership arrangement, the United Nations Institute for Research and Development, the Organisation for Economic Cooperation and Development and the International Labour Organization would assist in implementing the Globally Harmonized System of Classification and Labelling of Chemicals by 2008, a goal expressed by the Intergovernmental Forum on Chemical Safety and by the Commission on Sustainable Development acting as the preparatory committee for the World Summit on Sustainable Development at its fourth session held in Bali, Indonesia, from 27 May to 7 June 2002.

Pollutant release and transfer registers (PRTRs)

97. Pollutant release and transfer registers (PRTRs) have proven to be an effective tool for environmental management by providing Governments and the public with information on releases and transfers of toxic chemicals to air, water and land. The UNITAR pollutant release and transfer register training and capacity-building programme, which is implemented in cooperation with the Organisation for Economic Cooperation and Development and UNEP Chemicals, assists countries in the design and implementation of national pollutant release and transfer registers.

98. A series of UNITAR guidance and resource documents is available to assist countries in developing a pollutant release and transfer register. At the international level, the Institute has initiated a network of PRTR resource persons through which interested countries learn about and have enhanced access to expertise on pollutant release and transfer registers in countries and organizations.

Skill-building programmes

99. In many instances, civil servants and experts from non-governmental organizations charged with chemical safety responsibilities lack the skills to develop effective strategies to address specific chemicals management topics. To address these challenges, UNITAR has developed a range of skill-building services and training activities.

Action plan development

100. Whether nationally identified priorities address individual chemicals or groups of chemicals, an infrastructure issue, a specific chemicals management instrument or a relevant international agreement, sound and well-coordinated action plans need to be developed that outline precise goals, objectives, planned activities and suggested implementation mechanisms as well as financial and human resource needs. The Institute provides guidance and training to partner countries in action plan development and project planning and management, with an emphasis on chemicals management. Cooperation with the United Nations Environment Programme to undertake action plan development skill-building in the context of the Stockholm Convention on Persistent Organic Pollutants is ongoing.

Risk management decision-making for priority chemicals

101. A growing number of international agreements dealing with chemicals of international concern, such as the Stockholm Convention, or with chemicals included in the Rotterdam Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade, oblige countries to make national risk management decisions. The risk management programme,

conducted in cooperation with the International Programme on Chemical Safety (IPCS), aims to strengthen the skills and capabilities of those responsible for chemicals management at the national level to undertake sound risk management planning. Training activities conducted under the programme promote a general understanding of risk assessment methodologies and risk management approaches in order to assist countries in making well-informed risk management decisions. The programme is implemented through country-based projects during which partner countries choose priority chemical(s), undertake a situation analysis and develop options for action as part of the development of a risk management plan. With the support of the Minister for Development Cooperation of the Netherlands, a country-based project in Ghana is under way. A detailed guidance document is being developed in cooperation with the International Programme on Chemical Safety and the United Nations Environment Programme.

Development of a public involvement plan

102. Development of sound public involvement plans is an area of growing interest in developing countries and countries with economies in transition. As a first step towards developing targeted guidance and training material in the area, UNITAR has initiated a collaborative research project with the University of Cape Town. The project will identify practical lessons learned in South Africa as a result of involving the public in risk management decision-making following constitutional reform in 1994.

Supporting activities

103. In order to facilitate access to existing information and experiences and to provide added value to the ongoing capacity-building efforts of various actors, the Institute is conducting a number of activities and services to support capacity-building.

Organization of thematic workshops on priority topics of national chemicals management

104. A series of thematic workshops on priority topics of national chemicals management capacity-building addressed such topics as information exchange (September 1998), awareness-raising (October 1998), legislation (June 1999), risk management decision-making (October 1999), and chemicals analysis and monitoring (November 2001). Workshops on coordinated financial resource mobilization and strengthening coordination are planned for 2002-2003.

B. Climate change programme

Overview

105. In 1993, the United Nations Institute for Training and Research and the secretariat of the United Nations Framework Convention on Climate Change launched a pilot climate change training programme entitled "CC:Train", followed by a full three-year programme to address problems that developing countries were facing in managing climate change issues. After the successful completion and evaluation of CC:Train, the UNITAR programme was profoundly reorganized in 2001 with the continuous financial support of the Swiss Agency for the

Environment, Forests and Landscape to adjust to evolving needs and the most recent decisions taken by the Parties to the Convention and the Kyoto Protocol. The fundamental objective of the current climate change programme is to solidify its country-driven approach and serve as a rapid and efficient implementation tool for the Convention as well as for the implementing agencies acting for the Global Environment Facility as a financial mechanism of the Convention. In the reporting period, UNITAR concluded a major survey on capacity-building needs to implement the Kyoto Protocol in developing countries, conducted one major workshop on least developed countries in cooperation with the secretariat of the Convention and the United Nations Development Programme (see below) and developed two new country-driven capacity-building initiatives.

Survey of developing countries: capacity-building needs related to climate change

106. In the context of the United Nations Framework Convention on Climate Change negotiations regarding capacity-building decisions, the United Nations Foundation, United Nations Fund for International Partnerships and the Governments of Canada and Norway funded a survey entitled "Who needs what to implement the Kyoto Protocol? An assessment of the climate change-related capacity-building needs in 33 developing countries". The survey was carried out by four investigating institutions in four regions (Africa, Asia, Latin America and the Middle East) together with UNITAR. Preliminary results were presented at The Hague at the first part of the sixth session of the Conference of the Parties. The regional reports were completed by mid-2001 and the final report was presented in Marrakesh at the seventh session of the Conference of the Parties. The most important conclusion of the assessment was that increased emphasis on capacity-building activities — in the widest sense of the term — was a key component to the successful implementation of the Convention in developing countries.

Capacity-building in least developed countries to address climate change issues

107. Another agreement was made in the recent context of the Convention negotiations to provide urgent support to least developed countries. The UNITAR climate change programme developed a project for Global Environment Facility funding through the United Nations Development Programme to support human and institutional capacity-building for the climate change focal points from the 46 least developed countries. The project aims to provide information and communication technology equipment and training for the focal points from all least developed countries with the objective of improving communication among themselves and the rest of the world. A climate change/Global Environment Facility workshop was held in Bandos, Maldives in October and November 2001 to disseminate knowledge on the capacity-building self-needs assessment methodology, a new type of Global Environment Facility capacity-building funded project. The allocation of grants to allow the purchase of information and communication technology equipment was anticipated for 41 least developed countries focal points by mid-2002.

Strengthening human and institutional capacity in developing countries for effective negotiation, policy analysis and coordination on climate change

108. Some developing countries have experienced difficulty over the past 10 years in integrating effectively into the climate change negotiations. Widespread structural

impediments, staffing weaknesses, including a lack of experience, low levels of infrastructure and institutional deficiencies have constrained their capacity. In many of the countries, although support was provided to help them with the formulation of their national communications, conditions have worsened and are sure to continue to inhibit the degree to which the countries can prepare for intergovernmental negotiations or negotiate effectively during international meetings. Such capacity constraints are exacerbated by the frequent turnover of professional staff common to many developing countries. This reality, together with their limitations in fielding large and specialized delegations, leaves a capacity gap that contributes to their difficulty in integrating fully into the multilateral process. The new climate change programme project aims to strengthen the human resources and institutional capacity of developing countries for effective negotiation, policy analysis and coordination on climate change. It seeks to promote an institutionalized and sustainable approach to capacity-building by strengthening endogenous centres in designated countries.

109. The immediate training target groups include three existing regional centres, two based in Africa (Dakar and Cape Town) and one in Asia (Colombo), that will reach out and target the national focal points for the United Nations Framework Convention on Climate Change, senior level climate negotiators, focal points for bilateral and multilateral development assistance and other concerned government actors and stakeholder groups in the targeted regions. The main project activities include institutional capacity-building; a train-the-trainers programme; training programme development and first implementation by the regional centres; and a pilot phase for developing an interactive distance learning programme to support the negotiating and policy analysis capacity of designated countries. Potential donors are currently reviewing this project, mainly the Directorate-General for Development of the European Commission. Its implementation is expected early 2003.

Institutional-building to facilitate the implementation of the United Nations Framework Convention on Climate Change in the Central Group 11

110. A support programme was formulated by the United Nations Institute for Training and Research in close coordination with the United Nations Framework Convention on Climate Change focal points of the Central Group 11 (CG11), the group of Central European countries that have agreed upon concrete greenhouse gas reduction targets to fulfil their commitments under the Convention and the Kyoto Protocol. The proposed capacity and institution-building project will enable them to fulfil their commitments under the Convention, by developing their capacity to establish and maintain permanent national greenhouse gas inventory systems compliant with international guidelines and standards. In particular, the proposed project will facilitate and support the Central Group 11 parties in planning for and establishing national inventory systems. At the seventh session of the Conference of the Parties, in November 2001 in Marrakesh, the draft support programme was reviewed and discussed with the eleven focal points attending the conference. The project concept also includes 11 annexes describing specific needs and priorities at the country level as well as practical details on national implementation partners. Funding-raising for this capacity-building project is a priority of the UNITAR climate change programme in order to start its implementation early 2003.

C. International Training Centre for Local Actors: programme on decentralized cooperation and sustainable development

111. The programme on decentralized cooperation and sustainable development at the International Trade Centre for Local Actors (*Centre International de Formation des Acteurs Locaux* — CIFAL, based in Divonne-les-Bains, France, seeks to respond to concerns of decentralized actors and provide professional training to individuals involved at local levels of responsibility.

Providing specific services

112. The CIFAL programme provides:

- A decentralized cooperation service structure
- An international space for meetings and exchange of experiences between local actors such as local authorities, parapublic and private structures operating in the field of sustainable development (water, sanitation, waste management) and global actors such as United Nations agencies and global companies
- A working decentralized cooperation system open to all local actors in the field of sustainable social and human development and international cooperation

113. Working in the spirit of decentralized cooperation, CIFAL objectives are:

- To assist local actors in the local implementation of international commitments made either by their Government or by the territorial community
- To help local actors to find an audience on the international stage and make an active and positive contribution to a controlled globalization
- To help local actors to benefit from experiences, tools, financing structures and international partnerships
- To make available to local actors the expertise of the international system, territorial communities, associations and the private sector
- To create the conditions required for supranational discussion between local actors and international institutions

Workshops and seminars

114. In 2000, with the financial support of the City Hall of Divonne, the Department of Ain and the Rhône Alpes Region in France; and the Canton of Geneva in Switzerland, in the framework of the European Union Interreg II programme, five seminars were organized to test the CIFAL concept:

- Tourism and sustainable development
- Decentralized cooperation in the framework of sustainable development in relation with the United Nations system
- Territorial community services of Internet and decentralized cooperation (case of Mali, case of Mauritania)

- High-level meeting on partnerships between European territorial regions/communities and the United Nations in the framework of the sustainable reconstruction of regions coming out of crisis (Balkans in general, more specifically Kosovo).

115. Some 400 participants have already benefited from the seminars, expressing satisfaction with the CIFAL formula. Meetings of multiple actors are undoubtedly conducive to an appreciation of a variety of points of view and facilitate contact with other approaches in the spirit of decentralized cooperation. The participation of speakers reflecting various points of view could lead to wider outlooks and more valuable discussions.

116. The initial seminars revealed that local actors have a strong need for the creation of a permanent facility, open to all, where it would be possible to obtain consulting services, meet people and participate in a dynamic move towards local and international development in a non-bureaucratic environment.

Action in the field

117. At the field level, the CIFAL Programme has contributed to a number of decentralized cooperation experiences:

- In Lebanon, assisting municipalities and local actors of Northern Lebanon to develop their reconstruction action scheme in a post-conflict context. The project was developed within the framework of an initiative of the Division for Rehabilitation and Social Sustainability of the United Nations Office for Project Services, in cooperation with the United Nations Development Programme
- In Tunisia, assisting the Minister of Agriculture, Environment and Hydraulic Resources and the Minister of the Interior and Local Development of Tunisia to develop a training strategy for local Agenda 21. A pilot training project has started with the municipality and the region of Monastir, in the elaboration of their local Agenda 21 through a participatory approach
- In Kosovo, assisting the United Nations Interim Administration Mission in Kosovo and the United Nations Development Programme within the local governance (LoGo) programme, as a pilot project, two municipalities of Kosovo to develop their own administrative system for better local governance; and the Municipal Development Information System (MUDIS), in cooperation with two municipalities of Switzerland and France.

Contribution to the World Summit on Sustainable Development

118. UNITAR, with the United Nations Human Settlements Programme (UN-Habitat), and the World Federation of United Cities (UTO), on behalf of the World Associations of Cities and Local Authorities Coordination (WACLAC), agreed to organize, in cooperation with non-governmental organizations (Global Ecovillage Network) and the private sector (Vivendi Environnement), a number of regional forums on sustainable urbanization. The forums aimed at identifying the priorities of local authorities and their partners in building their capacities for sustainable development and at reviewing available external support in different thematic and geographic contexts.

119. The regional forums were organized between December 2001 and July 2002 in Africa (Durban, South Africa, December 2001), South America (Curitiba, Brazil, April 2002), Asia and the Pacific (Shanghai, China, June 2002), and Europe (Lyon, July 2002). Each regional forum focused on specific public service topics such as water and sanitation, waste management, energy and transport, shelter and slum upgrading, public health and municipal informatization. The key participants were local authorities and their partners in the public, private and civil society sectors, as well as external programmes with which they cooperate. The support programmes originate with multilateral and bilateral organizations, international associations of local authorities, international non-governmental organizations, and the international business community.

120. The regional preparatory workshops for the World Summit on Sustainable Development resulted in concrete recommendations and action plans for filling gaps, avoiding overlaps and exploiting complementarities in the support available to local actors.

121. At the same time, the stated objectives, as officially presented at Johannesburg, included the bringing together of a number of United Nations agencies and organizations (United Nations Office for Project Services, Economic Commission for Europe, United Nations Development Programme, United Nations Centre for Human Settlements, United Nations Institute for Training and Research, World Health Organization, Joint United Nations Programme on HIV/AIDS), intergovernmental bodies (the European Union), associations of cities (both global and regional), non-governmental organizations (Global Ecovillage Network, Fondation du Devenir) and the private sector (Vivendi Environnement) in order to develop a comprehensive capacity-building and training programme. The programme, designed to help local authorities achieve sustainable urbanization, would be based on a public-private partnership initiative.

122. The public-private partnership type II initiative on capacity-building and training for sustainable urbanization targets the following specific projects to be implemented starting in the year 2002:

- Regional training centres in Curitiba, Brazil; Durban, South Africa; Shanghai, China; Kuala Lumpur, Malaysia; and Lyon, France, with and for local authorities in the field of environment (water, sanitation, waste management and public transport)
- An Internet server to provide access to local technical services related to environment for local authorities (water, sanitation, waste management, public transport)
- Training for local applications of international legal instruments related to the environment, as developed so far at CIFAL at Divonne-les-Bains in France
- Local governance for modernization of local management, local transparency and participatory approach
- Training local authorities concerning AIDS for their local involvement
- Decentralized cooperation and local Agenda 21
- The internationalization of the right to access local services

- The participation of UNITAR in the International University for Sustainable Development.

123. The above activities, sponsored by various structures (United Nations agencies and organizations, Governments, local authorities, non-governmental organizations and private companies) will be implemented starting early 2003.

D. Information and communication training programmes

124. The United Nations Institute for Training and Research has been working on capacity-building and training projects and programmes in information and communication technologies since 1986 and has developed a strong and stable network of partnerships with experts and specialized institutions from all over the world. Partner institutions include United Nations agencies and organizations, intergovernmental and government bodies, non-governmental organizations, technical institutions, universities, engineering firms and business enterprises.

125. For the last two years UNITAR has undertaken an increasing number of training-related and capacity-building activities, which has given the Institute an opportunity to structure its information and communication technologies programmes within four main clusters:

A la carte training

- Hands-on introductory and advanced training in the use of information and communications technology
- Training in the technical and legal aspects of the Internet
- Certificate training programme

E-governance

- Applications to local, urban, national and global governance: social and economic affairs, the environment and finance
- Role of information and communications technology within the information society

Support for international instruments and other agreements

- Preparing countries for negotiations on international legal instruments
- Improving links and working relationships with secretariats of United Nations conventions
- Assisting countries with their reporting to the Conference of the Parties

E-learning

- Using the UNITAR e-learning platform for distance training
- Research on the pedagogical adaptation of training to the new media

A la carte training

126. UNITAR conducted a wide range of "a la carte" ICT training activities, from basic to advanced professional technical courses as well as courses on related policy, socio-economic and legal issues, mostly in Africa.

127. **Basic** technical skills development sessions, including an introduction to operating systems for personal computers, use of office automation tools, e-mail and Internet, and web design, were organized for civil servants in Member States and delegates from permanent missions to the United Nations in New York, Geneva, Nairobi and Vienna. Activities are conducted in collaboration with other United Nations agencies and organizations as well as government and private partners.

128. **Advanced** technical training sessions were in database management, geographic information systems, remote sensing and web site development conducted for engineers and technicians in developing countries. The sessions were developed with the Sahara and Sahel Observatory for the African continent and with the United Nations Environment Programme for the Global Environment Outlook 3 programme throughout the five continents.

129. **Policy awareness** sessions in information technology on topics related to policy and security issues were also regularly conducted for diplomats of permanent missions to the United Nations at Geneva, Nairobi, New York and Vienna.

130. **Specialized courses** were also organized for, among others, journalists in the Democratic Republic of the Congo in the context of a United Nations quick impact project. Specialized courses were also provided for lawyers and France Telecom decision makers in Francophone Africa on such issues as information and communication technologies and North/South relations; reduction of the digital divide; domain names and global governance of the Internet; information systems and security issues; global policy issues; international law and cyberspace; and e-commerce.

131. Specific training materials were developed, such as the second version of the CD-ROM *Internet in the South* developed with the United Nations Educational, Scientific and Cultural Organization, the World Bank, the World Intellectual Property Organization, the *Agence Intergouvernementale de la Francophonie* and the Ministry of Foreign Affairs of France. *Internet in the South* is a virtual library including many scientific and legal texts as well as free software. Other specific training materials were developed in conjunction with different ITC training activities.

E-governance

132. Within its mandate to enhance the effectiveness of the United Nations and its States Members, and in the context of the evolving ICT era, during the past two years the Institute has continued to work on improving governance at different levels through capacity-building and training.

133. **E-governance at the multinational level**. The Internet for sustainable development programme is currently working on Internet governance and the harmonization of a legal framework through the law and cyberspace project, sponsored by the *Agence Intergouvernementale de la Francophonie*. In addition, the Intel/UNITAR campus on new communications technologies and diplomacy seeks to

expose participants (senior-level diplomats) to issues relative to the governance of information and communication technologies at the multilateral level. Both initiatives aim at providing an understanding of and facilitating discussions on guidelines for international policy-making.

134. **E-governance at the national level.** The Internet for sustainable development programme has assisted Gabon in joining the information society by providing specific target groups with a comprehensive understanding of the issues at stake and by focusing, in particular, on technical aspects (telecommunication and computer science infrastructures), legal questions (intellectual property, e-trade, illegal and harmful content, public information and encryption) and socio-economic issues.

135. **Environmental e-governance**. The Environmental Information System on the Internet (SISEI) is a programme that was jointly developed with the Sahel and Sahara Observatory, the International Telecommunication Union and the United Nations Environment Programme, and that seeks to generate an adequate framework among environmental stakeholders (government agencies and administrations, non-governmental organizations, and the academic and private sectors) in African countries and subregions. Such a framework would assist in implementing systems for the validation, circulation and harnessing of relevant environmental information, with a view to strengthening the participative approach at both the decision-making and operational levels. The past two years were used to finalize the pilot phase at the national level in six countries (Benin, Mali, Morocco, Senegal, Tunisia and Uganda) and at the regional and subregional levels with two organizations (the Arab Maghreb Union and the Permanent Inter-State Committee on Drought Control in the Sahel). A second phase for all African countries is under preparation to start in 2003.

136. **E-governance at the local level.** The International Training Centre for Local Authorities designed and developed a double concept addressing the issues of urbanization, modernization of local administration and social dialogue between local authorities and civil society. Following projects in Lebanon and Senegal in 2000, one major project was conducted in 2001 and 2002 in Kosovo, aiming at (a) increasing the amount and quality of information available to municipal staff for administrative planning and decision-making; and (b) facilitating participatory processes in the new framework of decentralization.

Support for international instruments and other agreements

137. The United Nations Institute for Training and Research, through the ICT component of its environmental programmes, provides countries with the most recent knowledge and insights on strategies and issues related to ICT development that could assist in the implementation of international environmental conventions.

138. The chemicals and waste management training programme deals with conventions and agreements related to pollutant release and transfer registers, the Globally Harmonized System of Classification and Labelling of Chemicals and, more recently, the Stockholm Convention on Persistent Organic Pollutants (POPs). Guidance and training materials were developed to facilitate effective information exchange on chemicals involving all relevant ministries and stakeholders at the national level.

139. The climate change programme, in the context of the United Nations Framework Convention on Climate Change negotiations, executed a United Nations

Development Programme/Global Environment Facility-funded project to strengthen the human and institutional resources of the Convention's national focal points from the least developed countries. The one-year project improved their connection to the World Wide Web and their capacity to retrieve climate change information efficiently on the web site of the Convention secretariat. A training manual that was produced to summarize basic technical ICT information and climate change resources available on the Web from all United Nations agencies lists more than 150 sites.

140. In the context of its second phase of activities to start in 2003, the Environmental Information System on the Internet programme is providing links between the national and subregional focal points of the Convention on Biological Diversity, the United Nations Convention to Combat Desertification in Those Countries Experiencing Serious Drought and/or Desertification, particularly in Africa and the United Nations Framework Convention on Climate Change through the elaboration of shared information systems and Web portals.

141. Since 1993, within the framework of Agenda 21, chapter 40, UNITAR has undertaken, in cooperation with partners, a series of Geographic Information System (GIS) conferences in Africa where practitioners from around the world share their experiences and views on the use of geospatial information for sustainable development. The Institute was a partner with the United Nations Environment Programme and the Network for the Cooperative Management of Environmental Information in Africa (EIS-Africa) in the organization of the fifth AFRICAGIS Conference which was held at Nairobi in November 2001. More than 500 participants attended. UNITAR will be a partner for the sixth conference, which will meet in Dakar on the tenth anniversary of AFRICAGIS 2003.

E-learning

142. With the aim of improving its efficiency, reaching a broader audience and reducing the cost of training per participant, the Institute is developing online training courses available on a UNITAR e-learning platform. The key objectives are to strengthen existing ties with regional training centres, offer joint courses with partners in Africa and elsewhere and develop new frameworks for partnerships with countries. UNITAR is also aiming at developing e-learning capacities in countries where awareness of Internet technology is still poor, so as to ensure access to the Institute's training programmes.

143. E-learning courses on the legal aspects of debt, financial management and negotiation and on the application of environmental law were expected to be available by fall 2002.

Contribution to the World Summit on the Information Society

144. The International Telecommunication Union, as the lead agency in the preparation of the World Summit on the Information Society, has requested UNITAR to provide least developed countries with the most recent knowledge and insights on strategies and issues related to information and communication technology development and to support them in their efforts to prepare for the Summit. The objective of the initiative is to enhance the ability of least developed countries to express their needs as far as the role that information technology can play in alleviating poverty, supporting good governance and protecting human rights

as well as promoting innovation and enterprise as part of the process of achieving sustainable social, economic and political development. The project should enable all key stakeholders in countries, Governments, civil society and businesses to assess fully the value added that their participation in the Summit can provide. It will also seek to enhance their capacities to negotiate their interests more adequately during proceedings and put forward relevant proposals. The project will ultimately seek to enable the concerned countries to suggest appropriate follow-up programmes and articulate a plan of action and appropriate strategies, to be included in the recommendations of the World Summit on the Information Society.

E. Training programme in the legal aspects of debt and financial management for sub-Saharan Africa and Viet Nam

Overview

145. The United Nations Institute for Training and Research training programme in the legal aspects of debt, financial management and negotiation had its genesis in a high-level expert meeting (Geneva, April 1987). Since then, training (through short-duration regional seminars and workshops) and capacity-building initiatives have been undertaken to develop and enhance the skill levels of government officials (particularly from ministries of finance justice and foreign affairs, attorneys-general's chambers, central banks and universities) in the legal aspects of debt, financial management and negotiation of financial transactions. In this respect, UNITAR has exercised its acknowledged comparative advantage in the design and implementation of regional training programmes for sensitizing senior government officials to and train mid-level officials in various aspects of debt and financial management. This period was marked by the consolidation of regional training activities for English-speaking African countries, the commencement of training in 16 countries of French-speaking Africa and the development of online training using new information technologies.

Sub-Saharan Africa

146. In the reporting period, the Institute conducted 14 regional workshops benefiting 401 government officials from East, West and Southern African countries (both English- and French-speaking). Additionally, training materials were compiled and distributed as part of each workshop, and a series of documents as well as best practice materials were published and distributed. The workshop topics included:

- Negotiating and drafting specific clauses in loan agreement
- Effective public debt management
- Arbitration and dispute resolution
- Negotiation techniques and strategies in relation to financial transactions
- Financial management, negotiation and the Bretton Woods institutions
- Legal aspects of debt negotiation and renegotiation
- Legal aspects of public debt management
- Debt management and national budgeting

- Legal aspects of debt and financial management (sensitization of high-level officials)
- Negotiation and drafting of loan agreements.

147. In addition to the expansion of the programme to 16 French-speaking African nations, collaboration with regional training institutes was consolidated and expanded in all regions of Africa. All workshops conducted by the Institute were carried out in conjunction with its partners on a strictly cost-sharing basis, keeping in view the comparative advantage in training of the partners concerned. The African regional partner training institutes include:

- Eastern and Southern African Management Institute (ESAMI, Arusha, United Republic of Tanzania)
- International Law Institute — African Centre for Legal Excellence (ILI, Kampala)
- Macroeconomic and Financial Management Institute (MEFMI, Harare)
- West African Institute for Financial and Economic Management (WAIFEM, Lagos)
- Pôle-Dette (Yaoundé) for French-speaking Central and West Africa.

Viet Nam

148. Following a needs assessment conducted by UNITAR, during the reporting period, the Institute organized one national workshop for the Government of Viet Nam benefiting 26 officials. The results, as reflected in the participant questionnaires, were extremely positive. Future national training workshops and dissemination of training materials are planned in the coming months and years. Two workshops have been conducted in Hanoi so far. UNITAR, working in collaboration with the United Nations Development Programme in Hanoi, also successfully concluded a project to offer training in the development and regulation of capital markets to government officials of Viet Nam.

F. Foreign economic relations

149. The Institute's training programmes on foreign economic relations seek to strengthen the existing human resources and institutional capacities within public institutions in developing countries and in countries with economies in transition in the fields of financial management, trade and investment. The training programmes aim to update technical and theoretical knowledge, enhance management and negotiation skills for efficient public administration, and provide a forum for discussion, exchange of information and learning based on an interactive approach. The programmes are developed and conducted upon request, often in collaboration with other institutions such as the United Nations Conference on Trade and Development, the United Nations Development Programme and the World Trade Organization, among others. The target participants are primarily senior- and mid-level public sector officials involved in managing external debt and negotiating loan and trade agreements.

150. Programmes in foreign economic relations employ a practical approach to training, combining theory and empirical examples based on past experience, inviting well-versed practitioners as resource persons and using case studies and simulation exercises to provide participants with the opportunity to practise the necessary skills. Training schemes have been designed for occasional and isolated training courses; however, according to the scope of the issue and as the need arises, agreed programmatic series of training courses are also devised and created through a deliberate and well-conceived approach to building sustainable technical capacity in relevant national institutions.

Programme of assistance to Tajikistan for its accession to the World Trade Organization

151. In recent years the United Nations Institute for Training and Research has expanded the scope of its activities in response to the increasing demand for further capacity-building in related fields. The programme to assist the accession process to the World Trade Organization was developed from this perspective.

152. UNITAR has been actively engaged in Central Asia over the past several years, and that engagement has been particularly evident in Tajikistan with regard to institution building for its accession to the World Trade Organization.

153. A specific programme of assistance to Tajikistan began after an agreement was signed in Doha in November 2001 between the Government of Tajikistan, the donors and the United Nations Institute for Training and Research. The objective of the programme is to strengthen institutional capacity to enable the Government of Tajikistan to successfully join the World Trade Organization and, in the long term, to implement the World Trade Organization agreements. The programme aims to develop the following: national capacity to better understand the multilateral trading system; national capacity to identify training requirements; the skills of senior officials in policy formulation; and negotiation skills of senior officials. In-country as well as overseas training is provided for specialists in specific sectors relating to their areas of responsibility.

154. Although the programme was already under way, its official inauguration took place in Dushanbe on 5 April 2002 in the presence of the Minister for Foreign Affairs of Switzerland, Joseph Deisse, the Minister of Economy and Trade of Tajikistan, Khakim Saliev and the Executive Director of the United Nations Institute for Training and Research, Marcel A. Boisard.

155. The first workshop for the programme, carried out in January 2002 in Dushanbe, was organized by the Institute and the World Trade Organization. That workshop on Tajikistan's accession to the World Trade Organization was attended by 24 participants. In May, it was followed by another workshop, also held in Dushanbe, on the Agreement on Agriculture, which was attended by the interministerial committee. A study tour was held in Tallinn as a follow-up to the second workshop.

156. Three interministerial committee members from Tajikistan were brought to Geneva for a three-month period (March-May 2002) to experience the workings of the World Trade Organization first-hand. They were present as observers at many meetings during that time and gained a great deal of knowledge during the three months. While the three members of the committee were in Geneva, UNITAR

provided them with technical English language lessons. In addition, they attended the Evian VII Plenary Meeting in Montreux, Switzerland, from 12 to 14 April and a week-long accession training course on trade remedies at the World Trade Institute in Berne, Switzerland.

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